

Adoption Expense Reimbursement

THIS PAMPHLET contains basic information on this particular legal topic for your general information. If you have specific questions, contact the Legal Assistance Office.



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Many military families adopt. Some who do may qualify for reimbursement of some of their adoption expenses. If you are planning on adopting, you may find these questions and answers helpful in deciding whether or not you qualify for expense reimbursement.

Q. I am about to adopt a child. Can I be reimbursed for any of the adoption fees I pay?

A. Maybe. Department of Defense Instruction 1341.09, "Department of Defense (DoD) Adoption Reimbursement Policy", allows active duty military members to be reimbursed up to \$2,000 per child for qualifying adoption expenses in a calendar year. (Maximum reimbursement to one soldier is \$5,000 in any calendar year.) The adoption must be finalized before payment will be made, and the request must be submitted no later than one year after the adoption is finalized.

Q. How do I request reimbursement?

A. Submit a Reimbursement Request for Adoption Expenses (DD Form 2675, Sep 2006) to the nearest military personnel and finance office. The form can be found online at: <http://www.dtic.mil/whs/directives/forms/index.htm>. The personnel and finance office will assist you with assembling the necessary adoption expense receipts and will guide you to complete the reimbursement application. Be sure you include proof of what you paid (for example, receipts marked 'PAID,' canceled checks). Soldiers must submit claims for reimbursement no later than one year following the date on which the adoption is finalized. Complete a separate reimbursement request for each child whose adoption has been finalized.

Q. What adoptions qualify for reimbursement?

A. You can receive reimbursement for adopting a child under 18, foreign adoptions and adoptions of children with special needs—as long as those adoptions are arranged by a qualified adoption agency or other source authorized to place children for adoption under State or local law. Adoption of a stepchild already living in the home does not qualify for reimbursement.

Q. What are authorized reimbursable expenses?

A. Reasonable and necessary expenses include:

- (1) Public and private agency fees, including adoptive fees charged by an agency in a foreign country.
- (2) Placement fees, including fees charged to adoptive parents for counseling.
- (3) Legal fees, including court costs, for services that are unavailable to a member of the military services under 10 U.S.C. § 1044 or § 1044a.





- (4) Under certain circumstances, some medical expenses for the pre-adoptive child and biological mother.
- (5) Temporary foster care charges when payment of such charges is required to be made before the adoptive child's placement.

Q. Where do I go for more information?

A. Visit your local personnel support activity or check at <http://comptroller.defense.gov/fmr> to view Vol 7c, of the DoD Financial Management Regulations (DoD 7000.14-R).

Q. How can the Legal Assistance Office help?

A. Your local Legal Assistance Office may advise you on local adoption laws or refer you to local adoption agencies. Additionally, our office can assist if you run into issues with the personnel and finance offices.

Q. Are there any additional resources outside of the military for assistance with adoption expenses?

A. Yes, if your child qualifies. Both the federal and state governments offer assistance with expenses when you adopt children with special needs. Make an appointment for further assistance.

Q. Are there any tax benefits or credits for adoption expenses?

A. Yes! Check with your tax preparer—the IRS offers a tax credit for certain adoption expenses (up to \$13,190 per child in 2014).



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